

August 2020 – Agenda Questions

Set #1 Page references are to the packet page numbers.

- p. 43: Does the required linear feet / month have slack built in to account for vacations, weather extremes and other disruptions?

No, the required linear feet listed is a straight-line calculation. The Collections Superintendent will be responsible for managing deviations from the goal or requirement (the GM will also be keeping tabs on progress towards the goal). With an additional staff member, we can plan around vacations/holidays. The CCTV camera can operate in all types of weather, so that should not be a hinderance.

- p. 48: Installation of fixed ammonia monitor and alarm: Should we relocate pumps and reroute plumbing?

The risk of a large ammonia leak inside the building is low. The cost to move the pumps and piping to the exterior would be at least \$100K. This would also expose the pumps and piping to more corrosion and create failures. The fixed detection improves safety by activating alarm lights above the doors and an alarm on SCADA while still maximizing the life and reliability of the equipment by housing indoors. The pumps and piping do not have a history of failures, so relocation is not recommended but fixed detection is recommended to provide advanced notification of a leak.

- p. 56: Ray's research should include the additional costs to analyze for the optional fluorine compounds. Since the board will have to decide whether to analyze for these compounds, please inform us whether analysis for any of these compounds is a matter of running our samples against additional standards or whether a greater number of analytical procedures are required.

The Water Boards Order WQ-2020-0015-DWQ focuses on 31 PFAS (Polyfluoroalkyl Substances) analytes. Their list is not exhaustive but serves as a minimum requirement. Sampling is required to commence with the fourth quarter of 2020.

If the Board could indicate which of the optional fluorine compounds they want staff to analyze that would be most helpful. Otherwise staff is in the dark as regards budgeting.

The list of PFAS Analytes subject to analysis is available at the site listed below. The optional compounds are shaded grey.

https://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2020/wqo20_20_0015_dwq.pdf

p. 109: To which truck does the second "it" refer?

"This truck will replace the 2007 Ford F250 truck. This truck is used for daily inspections, emergency response, equipment repairs and for towing portable equipment. The current truck has a manual bumper mount crane with limited capacity. The current truck will be transferred to the maintenance department for use in the plant. It (the 2007 Ford F250) will allow maintenance staff to stock the truck with tools and parts which will reduce the number of trips back to the maintenance shop when performing plant maintenance. It (the 2007 Ford F250) will also provide maintenance staff with a truck capable of supporting repairs at pump stations and the ability to tow equipment."

Is the mileage figure accurate? That would be ~ 6k miles/yr.

Yes, mileage is accurate as of the week of August 17th. Although I suspect you may be dancing around the edges of mileage vs age question when purchasing a new vehicle?

Mileage matters – that is because engine parts, suspension, components, and other factors are only designed to last so long, and a vehicle with too many miles is rarely a good decision. That said, the way a vehicle has added its miles is important. A vehicle with all city miles will have more wear and tear than one that is all highway miles. District trucks are primarily driven in our service area only – a relatively small geographic footprint, city driving, stop-and-go driving, and moderately hilly terrain.

Age is also important. With an older vehicle we should be concerned about rubber parts and other components that do not normally age well. Mr. Foley refers to the history of this vehicle as one of "increased maintenance costs and decreased reliability".

Staff position is that for reliability reasons we should purchase a new vehicle for field use. But we should keep the 2007 F250 vehicle for use at the plant where it can still fill a need.

p. 116: Does Class Characteristics need a definition of the ceiling levels of assignments and independence to indicate when a worker 1 classification is exceeded?

Specifying a ceiling would serve to encourage an employee to place limitations on him/herself due to the description. An employee may refuse to do tasks not listed in the job description. This would limit productivity of staff. Not specifying a ceiling provides greater flexibility so individuals can work outside the box. We want to develop people who are comfortable stretching their limits – even for those with a limited 3-year term.

p. 117: "Mobile equipment" is a hazier term now than it used to be. Trucks? Tablets?

Good point: however, in this case, mobile equipment refers to backhoe, forklift, electric carts, yard mule, trailers, articulating lift, etc. Essentially anything the District owns that is not either a truck or passenger vehicle such as the Hyundai.

We would classify tablets as part of computer equipment.

p. 118: Edit "Read meters and gauges efficiently and record accurate consumption information.", by dropping "consumption"?

Noted. We will make the edit.

Set #2 Good afternoon Barbara,
I have just a few questions from the agenda packet:

1. Disbursements -

* ck. #35188 refresh my memory, what is the Muraski brochure?

We updated the brochure that we use to hand out to the public. It is a trifold called "Five Things Every Homeowner Should Know About Their Sewer Line". The Collections crew keeps a stash in their trucks to hand out and we use them when we go to any type of display meeting (i.e. County Fair, Local Hazard Mitigation, etc.)

We last had a brochure made up maybe 3 years ago (I am not sure of the precise date) and we have worked through them and this is the new version. If we ever get through COVID and see you in person again we can hand it out to you. It turned out quite nicely.

* Just curious if you noticed an unusually High number of dental bills that exceeded \$1000+. Assume that is just a quirk. But my Q is after an oral exam is the staff person tested for COVID prior to return?

I do not think there is an unusually high number of dental bills that exceed \$1,000. We always have people getting work done though – seems like the average cost for a crown is about \$1,700 now and then we have the kids with orthodontics. Always something.

You should take a long view when analyzing our self-funded dental plan. The reason being is that there is a considerable amount of variability from year to year. Below is a brief recap of District dental:

| Fiscal Year Ending | Employee | Board |
|---------------------------|-----------------|--------------|
| 06-30-20 | \$33,490.25 | \$7,529.69 |
| 06-30-19 | \$29,242.54 | \$12,555.40 |
| 06-30-18 | \$24,266.48 | \$6,281.00 |
| 06-30-17 | \$40,060.96 | \$12,075.20 |

By comparison, if I use the 2019 CASA salary survey dental benefits rates, I calculate premiums for dental would run ~\$41,520 for employees only.

Is staff tested for COVID after return from the dentist? No

We have noticed that all dental claims being submitted now have an additional charge for COVID precautions. Generally, \$15 - \$20 depending on the provider.

2. #17 p.75 Describe the purpose and expected results from the additional grading
And who doesn't that.

To obtain a permit from the Army Corps of Engineers and the Regional Water Quality Control Board the District was required to mitigate the loss of habitat by creating wetland onsite. We are doing that at a location that is approved by State Parks.

The additional grading will be completed by a grading contractor to be determined.

3. #18 resolution 2020-50 - how Slonoff on the budgeted funding from the bid?

Not exactly sure what "Slonoff" means? Typo?

However, the budget for this project is \$450,000. The bid is \$161,040 below budget. Some of those funds will be utilized for installation. I am told by Mr. Foley and Mr. Treanor that we will need to utilize the services of a crane to position this generator precisely by the Influent Bldg.

4. #19 resolution 2020-51. - are there 3 cells total?

Yes, there are three cells total.

5. #22 res. 2020-54 - the vendor will not take the old trailer In trade?

Mr. Foley reports the Generac will be advertised as surplus out-of-state since it no longer meets California emissions. He had not generally heard of trading in generators. However, some of the larger distributors may sell in other states so we will ask. Staff will make every effort to obtain the highest surplus value we can for the Generac.

6. #23 res. 2020-55 - what was the total expended and balance of last years contract?

Last year Resolution 2019-33 was for \$220,000

Total expended = \$216,605.40

7. #24 res. 2020-57 - a 3 year contract with an outside contractor isn't possible?

I don't ever recall such an extensive job description detail as this one has.

We discussed utilizing an outside contractor in the Salary & Benefits committee. The general rule is that an individual is an independent contractor if the payer (i.e. the District) has the right to control or direct only the result of the work, not what will be done and how it will be done. In considering the degree of control and independence in this position we determined that it would not be feasible. This position will work closely with the entire Collection "team" and will have little independence on the job.

The job description is extensive. This is a project that Mr. Foley graciously agreed to take the lead on, and you are looking at perhaps the first updated job description. I think the initial push on this project was really our Worker Comp experience mod factor – we were finding that when people went to apply

for disability (of whatever degree) that our job description simply was not adequate. It is particularly difficult to make an argument with our Worker Comp carrier when our job description is flimsy. And, I believe we have spoken with the Board previously that our job descriptions did not meet our needs in screening new hires for physical ability. The District engaged Don Freeman from Occumetric to assist us in coming up with considerably more comprehensive physical and environmental standards. (Note: CSRMA hooked us up with Mr. Freeman.) Our goal is to move towards this type of comprehensive job description for every position at the District.

8. Any thought on a blurb about our annexation efforts and progress over the past few years? Also, does it make any sense to discuss the Carmel Valley Manor extension?

Both good potential newsletter articles. Please bring them up when we reach this part of the meeting agenda.

9. Good points on the lab issues.

First, I want to acknowledge the assistance I got from Ed Waggoner on this topic. Quite a bit of research went into this project. Staff certainly agrees that it is a good thing to help the community, but in this case, we are not at all prepared to take on COVID-19 testing. There are significant differences between environmental testing vs. clinical testing.